

The Watershed Boundary Dataset (WBD) State Stewardship Work Group (SSWG)

Charter

April 1, 2013

Participating Member and Agency, Role in Hydrography Program:

Karen Hanson, USGS Water Resources, WBD Product & Service Lead, Utah WBD Steward, WBD- National Technical Coordinator (NTC), WBD Steering Committee Member, National Hydrography Dataset (NHD) Management Team Member

Stephen Daw, USGS National Geospatial Technical Operations (NGTOC), WBD Point of Contact (POC), WBD-NTC, WBD Steering Committee Member

David Anderson, USGS NGTOC, NHD POC

Laura Davenport, Natural Resources Conservation Service (NRCS), National Geospatial Center of Excellence (NGCE), WBD-National Technical Coordinator (NTC)

Kenneth Becker, NRCS, NGCE, Authoritative Data Team

Dan Wickwire, Bureau of Land Management, Oregon/Washington WBD/NHD Steward, NHD Management Team Member, WBD Steering Committee Member

Keith Larson, State GIS Specialist-Arizona, NRCS, Arizona WBD Steward

Amanda Hasemeier, NRCS, Pennsylvania WBD Steward

Ann Fritz, North Dakota Department of Health, North Dakota WBD Steward

Linda Davis, Idaho Department of Water Resources, Idaho NHD/WBD Steward

Paul Caffrey, Wyoming Geographic Information Science Center, Wyoming NHD/WBD Steward

Jeffrey L. Hoffman, New Jersey Department of Environmental Planning, New Jersey NHD/WBD Steward

Mission of the WBD SSWG:

As outlined in the WBD Steering Committee Charter: "The SSWG is a multi-agency team of WBD subject matter experts that identify and address issues at the grass roots level as directed by the WBD National Technical Coordinators (NTC)."

The WBD SSWG:

1. Represents its member agency's vision for the WBD to ensure that it fully supports management and science within their agencies.

2. Represents the WBD Stewardship community as a whole through information collected from a variety of sources: (a) WBD specific NHD Advisory calls, (b) input received from the WBD-National Technical Coordinators (NTC), NHD/WBD Stewardship Conferences, and many other national conferences, forums, meetings and email exchanges.
3. Communicates WBD activities thru the NHD Advisory calls, NHD Newsletters, and dedicated emails from the WBD-NTC's.
4. Reviews the WBD Federal Standard on an annual cycle and develops draft standards, vets these within the Stewardship community, and implements agreed-upon changes to the Standard.
5. Develops instructional and clarifying documents for the stewardship community on things such as: data delivery/refresh cycle, metadata requirements for high resolution boundary delineations, 14- and 16-digit delineation. These processes are vetted within the entire WBD Stewardship through document postings and email notification provided for their comment and review.
6. Reviews WBD data model changes and requirements.
7. Annually re-visits and updates the WBD Communications Plan.
8. Provides quarterly status and activity reports to the WBD Steering Committee.
9. Provides bi-annual reports on the overall health of the WBD Stewardship program to NGTOC management.
10. Works with the USGS Product and Service Lead to establish SSWG recommendations for fiscal year planning, ensuring tasks are compatible with priorities and planned activities for current and future fiscal years. Those recommendations are then provided to the National Geospatial Program (NGP).

Role of the SSWG Workgroup Member:

Members agree to fulfill the following roles based on their knowledge, expertise, and availability:

1. Actively participate on workgroup.
2. Attend scheduled SSWG teleconferences and WBD specific NHD Advisory Team calls.
3. Represent their agency's needs and requirements to the workgroup.
4. Bring issues and concerns to the workgroup that have been identified through contacts with members of the broader Stewardship community.
5. Assist the USGS National Technical Leads in representing issues and concerns to the National Geospatial Program.
6. Provide document review/comment on requirements, issues, potential technology solutions, etc,
7. Work with other SSWG members to fulfill the workgroup objectives described above.

Frequency of meeting:

The first and third Monday of each month, for one hour by phone/webex, 11:00 a.m. PST, 12:00 p.m. MST, 1:00 p.m. CST, 2:00 p.m. EST. This group, or a subgroup from this group, may meet more frequently, if needed.